

The Salisbury Planning Board held its regular meeting on Tuesday, April 27, 2004, in the City Council Chamber of the Salisbury City Hall at 4:00 p.m. with the following being present and absent:

PRESENT: Mitzi Clement, Dr. James Johnson, Lou Manning, Brian Miller, Rodney Queen, Sandy Reitz, Jeff Smith, Albert Stout

ABSENT: Len Clark, Valerie Stewart, Jerry Wilkes, Diane Young

STAFF: Harold Poole, David Phillips, Diana Moghrabi

The meeting was called to order by **Co-Chairman Jeff Smith.**

The minutes of April 13, 2004 were approved as published.

#### GROUP DEVELOPMENT SITE PLAN

(a) **G-04-04 Team Chevrolet, 404 Jake Alexander Blvd. South**

**David Phillips** made a staff presentation of the proposed 4,500 square foot addition to the Team Chevrolet body shop located at the rear of the property. This addition will bring the building to around 11,000 square feet. Parking was increased by ten spaces. Staff is recommending approval as submitted.

Those speaking in favor of the site plan:

**Clay Lindsey**, Summit Developers, 120 Statesville Blvd., representing Team Chevrolet, Mr. Lindsey made himself available to answer any questions about the addition.

Those speaking in opposition to the site plan: None

#### Board Discussion

**Brian Miller** made the motion to approve as submitted. **Lou Manning** seconded the motion with all members voting AYE.

#### COMMITTEE REPORTS

Downtown Salisbury Issues:

- (a) Committee studying rezoning from B-6 to B-5 (B. Miller, ch.) - The central issue is the 35' set back. Members of the Planning Board received a map showing the North Main Street study area, which included a list of property owners who would be affected. The committee is looking at nonconformities that would be created by the change in terms of use and in signage. The committee is currently taking

an inventory of those two items. They will be reporting in a couple of weeks and preparing for a Courtesy Hearing.

- (b) Farmers' Markets – zoning text amendments: tents, canopies, pavilions, and pole displays. Harold Poole presented proposals number 5 & 6.  
*(5) Canopies may be allowed, with no limitation in size or height. Canopies shall not have any lettering.*  
*(6) In addition to pole displays that are already allowed, additional pole displays may be affixed to poles supporting the canopies. These pole displays shall have a minimum of 8 feet in height.*

Board Discussion:

**Randy Hemann**, Downtown Salisbury, Inc., 327 Mitchell Ave., believed that the whole structure would be 10' tall. He recommended striking the minimum 8' requirement (or the whole statement). Four poles supporting the structure would be in planted areas so no one will be walking into the area. Four poles outside the planted area should not have any attachments. Randy recommended language that states that there is not a minimum height when a pole is located in a planted area (people would not walk into it).

**Sandy Reitz** asked for clarification on what kind of displays they were discussing. It was determined that they were not talking about handmade vendor signs, but manufactured signs similar to those displayed during the 250 fest.

**Brian Miller** made a motion to approve number five and to approve the first sentence in number six; striking the second sentence from number six. **Sandy Reitz** seconded the motion with all members voting AYE.

- (c) Warehousing or storage as a conditional use – zoning text amendment for committee study. **Randy Hemann** cited examples of situations where this could be highest and best use. This could “free up” some second floors for future development. **Jeff Smith** suggested this could be assigned for study to the Downtown Rezoning Committee. **Brian Miller** agreed this would fit in well with the committee's current study so they will add this to their work.

*Addition of Ethical Principles to Rules of Procedure* – This information was provided at the last Planning Board meeting to amend the Rules of Procedure. It is required that any changes be presented one meeting prior to a vote. **Brian Miller** made the motion to approve as submitted. **Lou Manning** seconded the motion with all members voting AYE.

COMMITTEE ASSIGNMENTS

No comments – the committees will stand as presented.

OTHER BUSINESS

*Updated Matrix of Permitted and Conditional Uses* - **Harold Poole**, Senior Planner, shared this informational tool - knowing that it would help newer members of the Planning Board. Mr. Poole shared some additional educational tools with the Board. He provided the Board with an update on the Land Development Ordinance Committee (LDOC). The Board requested that minutes of LDOC meetings be included in the Planning Board agenda packages in the future. **Jeff Smith** would like to have Craig Lewis (Consultant to the LDOC) speak to the Board, and perhaps to the County Planning Board, in the future. Planning Board members and the public are invited to attend the May 20 meeting of the LDOC at 4:30 p.m. in the Council Chamber.

**Harold Poole** reviewed the actions of City Council as they pertain to the Planning Board.

Members of staff will be attending the Regional Planning Summit, and will bring information to the Planning Board. The time of the meeting, along with the Gastonia location, made it difficult for the Board to attend this meeting. Members of the Planning Board hope to participate next year.

**Jeff Smith** reviewed the Rules of Procedure and set expectations for the year. Suggestions were made to help clarify procedures for the public. A script will be provided to the public that will explain the meaning of *conflict of interest*. The Board will continue to require an additional motion and a second for recommendations from a committee (preferably from outside the committee). There will be a slide at the end of each meeting displaying the members of each committee.

City and County Planning Boards will have a joint meeting 4:00 p.m. on May 25 in the City Council Chamber at 217 South Main Street. **Brian Miller** would like a discussion with them concerning a "one stop" development process. **Sandy Reitz** would like to hear about greenways.

The next Planning Board meeting will be May 11, 2004.

There being no further business to come before the Board, the meeting was adjourned.

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Co-Chairman

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Co-Chairman

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Secretary